

PROJECT ADMINISTRATION DATA SHEET

Project No. (Center No.) 801 A-56-506 (U5035-0A0) ☒ ORIGINAL ☐ REVISION NO.
Project Director: William H. Hitch ~~XXXX~~ DATE 1 / 9 / 87
Sponsor: U. S. Department of Education ~~School/ Lab~~ ~~XXX~~ Co-Op Education

Agreement No.: Grant No. Q00-86-24-01163
Award Period: From 10/1/86 To 9/30/87 (Performance) 12/30/87 Reports

Sponsor Amount: New With This Change Total to Date
Contract Value: \$ 42,760 \$ 42,760
Funded: \$ 42,760 \$ 42,760
Cost Sharing No. (Center No.) None Cost Sharing: \$ N/A

Title: Supplemental Funds to Improve and Expand a Program of Cooperative Education

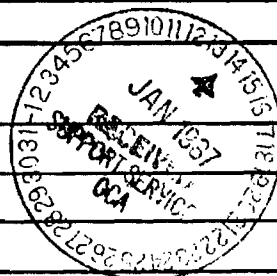
<u>ADMINISTRATIVE DATA</u>	<u>OCA Contact</u>	<u>Brian J. Lindberg</u>	<u>X4820</u>
1) Sponsor Technical Contact:	2) Sponsor Issuing Office:		
<u>Mr. Stanley B. Patterson (202) 732-4393</u>	<u>Mrs. Darlene Collins (202) 245-2495</u>		
<u>Department of Education</u>	<u>Department of Education</u>		
<u>Office of Postsecondary Education</u>	<u>Office of Postsecondary Education</u>		
<u>Division of Higher Education</u>	<u>Division of Higher Education</u>		
<u>Incentive Programs (84.0555E)</u>	<u>Incentive Programs (84.0555E)</u>		
<u>Washington, DC 20202</u>	<u>Washington, DC 20202</u>		
Military Security Classification: <u>N/A</u>	ONR Resident Rep. is ACO: <u> </u> Yes <u>X</u> No		
or) Company/Industrial Proprietary: <u>N/A</u>	Defense Priority Rating: <u> </u>		

RESTRICTIONS

See Attached N/A Supplemental Information Sheet for Additional Requirements.
Travel: Foreign travel must have prior approval — Contact OCA in each case. Domestic travel requires sponsor approval where total will exceed greater of \$500 or 125% of approved proposal budget category.
Equipment: Title vests with none proposed or anticipated

COMMENTS:

Follow-on to Project A-56-505



COPIES TO: SPONSOR'S I.D. NO. 03.144.001.87.001

Project Director
Research Administrative Network

Procurement/GTRI Supply Services
Research Security Services

GTRC
Library

SPONSORED PROJECT TERMINATION/CLOSEOUT SHEET

SP-300
Date December 8, 1987
Project No. A-56-801 (Formerly A-56-506) School/OS Co-op Ed.

Includes Subproject No.(s) N/A

Project Director(s) William H. Hitch **GTRC / GIT**

Sponsor US Department of Education

Title Supplemental Funds to Improve and Expand a Program of Cooperative Education

Effective Completion Date: 9/30/87 (Performance) 12/30/87 (Reports)

Grant/Contract Closeout Actions Remaining:

- ☐ None
- ☒ Final Invoice or Final Fiscal Report
- ☐ Closing Documents
- ☐ Final Report of Inventions
- ☐ Govt. Property Inventory & Related Certificate
- ☐ Classified Material Certificate
- ☐ Other _____

Continues Project No. A-56-505 Continued by Project No. _____

COPIES TO:

Project Director
Research Administrative Network
Research Property Management
Accounting
Procurement/GTRI Supply Services
Research Security Services
Reports Coordinator (OCA)
Legal Services

Library
GTRC
Research Communications (2)
Project File
Other Duane Hutchison
Angela DuBose
Russ Embry

PERFORMANCE REPORT
PROGRAM YEAR 1986-87 (FY 87 FUNDS)

FORM APPROVED
OMB NO. 1840-0503
APPROVAL EXPIRES 1/89

ANTEE'S NAME and ADDRESS

Georgia Institute of Technology
225 North Avenue
Atlanta, GA 30332

GRANT NUMBER: Q00-86-24-01163

GRANT PERIOD: FROM 10 / 1 / 86
(month) (day) (year)

TO 9 / 30 / 87
(month) (day) (year)

PERFORMANCE STATEMENT: Provide a written comparison of the project objectives and project activities as proposed in your approved grant application with the level of accomplishments attained. Whenever possible, use quantitative assessments in your statement. If you were unsuccessful in attaining or conducting a planned activity, explain the obstacles and what, if any, corrective measures you implemented. Use additional sheets, if necessary.

SEE ATTACHED:

I CERTIFY that the above information is accurate and complete and that all terms and conditions of the grant have been satisfactorily completed to the best of my knowledge and belief. I also certify that the project was conducted in compliance with the Cooperative Education Program regulations (Title VIII, NEA, 1965, as amended).

William H. Hitch, Director, Cooperative Division
Name and Title of Authorized Official (TYPE/PRINT)

Signature of Authorized Official

10-27-87
DATE

Georgia Institute of Technology

A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA

ATLANTA, GEORGIA 30332

COOPERATIVE DIVISION

(404) 894-3320

October 27, 1987

NARRATIVE

Grant Number - Q00-86-24-01163

Common Accounting Number - E002942

Appropriation Number - 915/60200

Federal Employer Identification Number - 1586002023A1

Object Class - 41.21

This is a narrative of the use of supplemental funds awarded under the above grant to improve and expand the cooperative education program at Georgia Tech. This program is in compliance with the Title VIII, HEA, Cooperative Education Program Regulations.

This year, the Georgia Institute of Technology is celebrating the 75th year of cooperative education at the school. The enrollment of co-op students continues to increase, both in numbers and as a percentage of the total undergraduate enrollment. The co-op undergraduate group comprised 27% of the total undergraduate enrollment in the spring of 1987.

Although there has been continuous and increasing support from state funds throughout these 75 years, the increase has not kept pace with the increase in co-op enrollment. The Georgia Tech co-op program is probably the largest optional program in the country, but the ratio of students to coordinators is the highest in the country. An endowment fund campaign is under way, with the goal of supplying salary and support funds for one or more additional coordinators.

The following pages summarize the activity in those areas supported by supplemental funds under this grant.

NARRATIVE (Page 2)
Georgia Institute of Technology

As in past years, the funds budgeted for travel were very useful, especially in enabling expanded staff representation at a number of important conferences and additional travel out-of-state. In-state travel was not as extensive as originally proposed, largely because of several employer sessions held on campus. These sessions enabled a number of employers, in-state and out-of-state, to meet with the staff of the Cooperative Division and discuss mutual concerns. State funds continued to support other staff attendance at meetings and other staff travel to visit employers on site.

TRAVEL

1 Person - College-Industry Education Conf.	
Orlando, FL	Feb. 2-6
1 Person - Southeastern Regional Co-op Conf.	
Louisville, KY	May 20-22
1 Person - ASEE Annual Conference	
Reno, NV	June 21-25
1 Person - Two in-state Employer trips	
1 Person - Nine out-of-state Employer trips	

Several of the budget projects proposed for publications support for student activities were combined as support for the new co-op student orientation program. Four issues of the COOPERATIVE DIVISION NEWSLETTER were printed and distributed to students, employers, and faculty. Additional copies of the student manual, GUIDE FOR STUDENTS, were printed. Additional support materials for the graduate co-op program were printed.

PUBLICATIONS

4 Issues COOPERATIVE DIVISION NEWSLETTER
2000 Copies GUIDE FOR STUDENTS
Special Materials for New Co-op Orientation Sessions
1000 Graduate Co-op Applications
3000 Graduate Co-op Letterheads and 1000 Envelopes
500 Graduate Work Address Index Cards
300 Graduate Company Survey Sheets and Program of Study Forms
Partial printing costs for GUIDE FOR GRADUATE STUDIES

As reported in the budget narrative, this year it was possible to fund an additional coordinator position on a .50 EFT basis. Mr. Jack M. Mangham took early retirement from the Georgia Power Company, where he had served for over seven years as the coordinator of that company's large co-op program, and joined the staff of the Cooperative Division as an Assistant Director. Budget approval for using supplementary funds to increase this position to 1.00 EFT for January, 1987, through September, 1987, did not come in time for Mr. Mangham to arrange his personal schedule to start at 1.00 EFT in January. However, he did start full time in February, and his presence during these months has done a great deal to relieve the abovementioned overload.

NARRATIVE (Page 3)
Georgia Institute of Technology

PERSONAL SERVICES

1 Coordinator (Assistant Director) at .50 EFT
February, 1987, through September, 1987

It is estimated that over 2,800 students will be active participants in our cooperative program this school year.